

APPLICATION FOR RESIDENCY

Each occupant must submit a separate application unless the Applicant and Co-Applicant share joint credit.

DATE _____	APT. TYPE _____
APT # _____	MOVE-IN DATE _____
MONTHLY RENT _____	LEASE DATES _____

APPLICANT'S NAME _____ DATE OF BIRTH _____ SS# _____
FIRST MIDDLE LAST

CO-APPLICANT'S NAME _____ DATE OF BIRTH _____ SS# _____
FIRST MIDDLE LAST

APPLICANT'S STATE AND DRIVER'S LICENSE # _____ CO-APPLICANT'S STATE AND DRIVER'S LICENSE # _____

OTHER OCCUPANTS

Name _____ Date of Birth _____ Name _____ Date of Birth _____

Name _____ Date of Birth _____ Name _____ Date of Birth _____

12 months of resident history is required (including dormitory residency if applicable).

PRESENT ADDRESS _____
Street Apt. # City State Zip

DATES: FROM-TO _____ Present Landlord/Resident Mgr. _____ Apt. Community/Mortgage Co. & Loan # _____ Phone # _____

MONTHLY PAYMENT _____ REASON FOR MOVING _____ HOME # _____

RESIDENT HISTORY

PREVIOUS ADDRESS _____
Street Apt. # City State Zip

PREVIOUS APT. NAME OR LANDLORD _____ ADDRESS _____

MONTHLY PAYMENT _____ PHONE # _____ HOW LONG? _____

HAS APPLICANT OR CO-APPLICANT EVER BEEN EVICTED FROM ANY LEASED PREMISES? _____ IF YES, EXPLAIN _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? APPLICANT YES _____ NO _____ CO-APPLICANT YES _____ NO _____

12 months of employment history is required (including student status if applicable).

PRESENT EMPLOYER _____ POSITION _____

BUSINESS ADDRESS _____ BUSINESS PHONE # _____
Street City State Zip

SUPERVISOR _____ EMPLOYED SINCE _____

PREVIOUS EMPLOYER _____ POSITION _____

BUSINESS ADDRESS _____ BUSINESS PHONE # _____
Street City State Zip

SUPERVISOR _____ EMPLOYED SINCE _____

CO-APPLICANT'S EMPLOYER _____ POSITION _____

BUSINESS ADDRESS _____ BUSINESS PHONE # _____
Street City State Zip

SUPERVISOR _____ EMPLOYED SINCE _____

EMPLOYMENT/STUDENT HISTORY

DO YOU OWN ANY PETS? _____ IF SO, HOW MANY? _____ BREED _____ WEIGHT _____ COLOR _____

PERSONAL EMERGENCY CONTACT:
NAME _____ RELATIONSHIP _____

ADDRESS _____ HOME PHONE # _____ BUS. PHONE # _____

PERSONAL REFERENCE _____ PHONE # _____ BUS. PHONE # _____

MISCELLANEOUS

*ANNUAL SALARY (INCLUDING FEES, TIPS, COMMISSIONS, AND BONUSES) _____

*ANNUAL SALARY (CO-APPLICANT) + _____

**ADDITIONAL ANNUAL INCOME (CHILD SUPPORT, PARENTAL SUPPORT, STOCKS, SAVINGS, INVESTMENTS, ETC.) + _____

SOURCE _____ + _____

TOTAL ANTICIPATED INCOME = _____

*IF SELF EMPLOYED, WE MUST BE FURNISHED WITH YOUR MOST RECENT TAX RETURN

****YOU MUST FURNISH US WITH A NOTARIZED STATEMENT OF THIS INCOME.**

AUTO TAG # & STATE _____ YEAR/MAKE/COLOR _____

CO-APPLICANT'S TAG # & STATE _____ YEAR/MAKE/COLOR _____

DO YOU OWN A MOTORCYCLE, BOAT, COMMERCIAL VEHICLE, CAMPER, TRAILER, ETC.? (IF SO, TYPE & TAG #) _____

HOW DID YOU HEAR THIS PROPERTY? _____

By signing below, I am stating that the information I have provided in this Application is true, correct, and complete. All persons and firms named in this Application may freely give any information concerning me that is requested, and I waive all rights of action that I may have for any consequence resulting from such information. By signing below, I authorize the manager of this property to release all information contained in this Application on my behalf and for my benefit.

Notice of Resident Selection Criteria: I acknowledge that property management may obtain a background report in connection with my Application and that such report may include information on my credit and criminal histories. I also acknowledge that my application may be rejected based on information contained in such reports. By signing below, I further acknowledge that I have been informed of this property's Resident Selection Criteria which may include: (1) criminal history, (2) previous rental history, (3) current income, (4) credit history, (5) failure to provide accurate or complete information on the application form, and (6) any other legitimate non-discriminatory information that might be relevant to the resident selection process. If I do not meet the selection criteria, or if I provide inaccurate or incomplete information, I further acknowledge that my application may be rejected and, as provided below, my Non-Refundable Application Fee and Guarantor Fee (if any), will not be refunded.

I hereby leave the following with the property manager as a good faith payment in connection with this Application:

	Required Amount	Amount Paid	Date Paid
Non-Refundable Application Fee	\$ _____	\$ _____	_____
Non-Refundable Leasing Fee	\$ _____	\$ _____	_____
Reservation Fee	\$ _____	\$ _____	_____
Non-Refundable Pet Fee	\$ _____	\$ _____	_____
Refundable Pet Fee	\$ _____	\$ _____	_____
Non-Refundable Remote Fee	\$ _____	\$ _____	_____
Other	\$ _____	\$ _____	_____
Guarantor Fee	\$ _____	\$ _____	_____
Total	\$ _____	\$ _____	_____

I understand that the property manager will never refund my Non-Refundable Application Fee and Guarantor Fee (if any) after I sign this Application.

If the property manager declines my Application, I understand that all other fees listed above will be returned.

If I cancel this Application within 48 hours of submitting, I understand that all other fees listed above will be returned.

If I cancel this Application after 48 hours of submitting this Application or if I fail to occupy the premises at the agreed upon time for any reason, I understand that management will keep my Non-Refundable Leasing Fee and my Reservation Fee. I acknowledge that any injury to the property manager caused by my cancellation of this Application after 48 hours or my failure to occupy the premises at the agreed upon time is too difficult to accurately estimate. I therefore agree that the property manager and I intend to provide for damages rather than a penalty in these situations, and that the property manager's retention of the sums set forth above is a reasonable estimate of the property manager's probable loss from such a cancellation or refusal to occupy the premises.

If I cancel this Application or fail to occupy the premises at the agreed upon time for any reason, the property manager will refund my Refundable Pet Fee, Non-Refundable Pet Fee, Non-Refundable Remote Fee, and amounts listed above as "Other".

I acknowledge that the Reservation Fee and Refundable Pet Fee will become my refundable security deposits and the other fees will be applied to my account as listed upon the execution of my lease. I further acknowledge that all non-refundable fees are not part of any security deposit.

Applicant's Signature _____ Co-Applicant's Signature _____

Applicant's Email Address _____ Co-Applicant's Email Address _____

Applicant's Cell Phone _____ Co-Applicant's Cell Phone _____

NAME ON CARD _____

BILLING ADDRESS _____

TYPE OF CARD VISA _____

CITY _____

MASTER CARD _____

STATE _____

DISCOVER _____

ZIP _____

AMERICAN EXPRESS _____

PHONE NUMBER _____

CARD NUMBER _____

EXPIRATION DATE _____

CARDHOLDER'S EMAIL _____

I hereby authorize the manager of this property to charge my Credit Card for the total Amount Paid stated above and for the purposes stated in this Application for Residency.

DATE _____

CARDHOLDER SIGNATURE

FOR THOSE PAYING BY CHECK:

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day you make your payment, and you will not receive your check back from your financial institution.

Please note that this document is for reference purposes. You may wish to check with your local landlord association or obtain legal advice to make sure information is appropriate for your state.